



COUNTY OF LOS ANGELES  
OFFICE OF THE COUNTY COUNSEL

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ANDREA SHERIDAN ORDIN  
County Counsel

November 22, 2011

Lupe Duron  
Acting Head Board Specialist  
Board of Supervisors  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

**Re: Ordinance Amending Title 3 - Advisory Commissions and  
Committees, to Redefine What Constitutes a Quorum and the  
Number of Votes Required to Take Certain Actions for the  
Los Angeles County Commission for Women**

Dear Ms. Duron:

Pursuant to your request, enclosed is the proposed ordinance amending Title 3, Chapter 3.64 of the Los Angeles County Code relating to the Commission for Women. This amendment redefines what constitutes a quorum and the number of votes required to take certain actions.

Very truly yours,

ANDREA SHERIDAN ORDIN  
County Counsel

By

RICHARD GIRGADO  
Deputy County Counsel  
Government Services Division

APPROVED AND RELEASED:

LEELA A. KAPUR  
Chief Deputy

RG:htb

Enclosures

## ANALYSIS

This ordinance amends Title 3 - Advisory Commissions and Committees of the Los Angeles County Code, by amending Chapter 3.64, which provides for the creation of the Los Angeles County Commission for Women. This amendment redefines what constitutes a quorum and the number of votes required to take certain actions.

ANDREA SHERIDAN ORDIN  
County Counsel

By   
RICHARD GIRGADO  
Deputy County Counsel  
Government Services Division

RG:htb  
[Requested 11/21/11]

**ORDINANCE NO. 2012-0015**

An ordinance amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, relating to Chapter 3.64 – Los Angeles County Commission for Women.

The Board of Supervisors of the County of Los Angeles ordains as follows:

**SECTION 1.** Section 3.64.080 is hereby amended to read as follows:

**3.64.080 Self-government -- Quorum.**

The commission shall prepare and adopt, by not less than ~~eight votes~~ a quorum, rules and regulations for the internal government of its business and designate the time and place of holding its meetings, provided that such rules and regulations are not inconsistent with Ordinance 4099 or any other ordinance or statute. ~~One-half of the currently appointed members present at a meeting~~ A majority of the currently filled member seats shall constitute a quorum.

[364080RGCC]

SECTION 2. This ordinance shall be published in The Daily Commerce a newspaper printed and published in the County of Los Angeles.



Zev Yaroslavsky  
Chairman

ATTEST:

Sachi A. Hamai  
Sachi A. Hamai  
Executive Officer -  
Clerk of the Board of Supervisors  
County of Los Angeles

I hereby certify that at its meeting of March 20, 2012 the foregoing ordinance was adopted by the Board of Supervisors of said County of Los Angeles by the following vote, to wit:

Ayes

Supervisors Mark Ridley-Thomas  
Zev Yaroslavsky  
Don Knabe  
Michael D. Antonovich

Noes

Supervisors None

Effective Date: April 19, 2012

Operative Date: \_\_\_\_\_

Sachi A. Hamai  
Sachi A. Hamai  
Executive Officer -  
Clerk of the Board of Supervisors  
County of Los Angeles

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By [Signature]  
Deputy



APPROVED AS TO FORM:  
JOHN KRATTLI  
Acting County Counsel

By John Krattli  
John Krattli  
Acting County Counsel





## ORDINANCE

Amendment to Los Angeles  
County Commission for  
Women

SUBJECT

APPROVED:

INITIAL

DATE

COUNTY COUNSEL  
ATTORNEY

RLH

10.15.07

ASSISTANT  
COUNTY COUNSEL

emc

10/24/07

SENIOR ASSISTANT  
COUNTY COUNSEL

[Signature]

10/24/07

LEELA A. KAPUR  
CHIEF DEPUTY  
COUNTY COUNSEL

LMC

10/25/07

WEBSITE:

YES ☐

NO ☒

Please initial and date above before submitting for signatures.

This Routing Sheet is to be attached to the file copy as a permanent record.

Please return four (4) copies to the Executive Office after it has been signed and dated.

d.a.d. 10/24/07 JS 10623

## ANALYSIS

This ordinance amends Title 3 – Advisory Commissions and Committees, of the Los Angeles County Code to reenact Chapter 3.64, which provides for the creation of the Los Angeles County commission for women. The amendment expands the qualifications desired for membership, redefines the members' duties, allows the members to serve two-year term, designates the Executive Office of the Board of Supervisors to provide staff for the commission, requires a report to be rendered to the Board of Supervisors every two years, and adds a section to allow the commission to hold fund raising events, solicit donations, provide scholarships, and make monetary donations. It also sets a Sunset Review Date of August 1, 2008.

RAYMOND G. FORTNER, JR.  
County Counsel

By   
RICHARD GIRGADO  
Deputy County Counsel  
Government Services Division

RG:td  
[Requested 1/18/07  
[Revised 10/15/07]

**ORDINANCE NO. \_\_\_\_\_**

An ordinance amending Title 3 - Advisory Commissions and Committees of the Los Angeles County Code, relating to Chapter 3.64 – Los Angeles County commission for women.

The Board of Supervisors of the County of Los Angeles ordains as follows:

**SECTION 1.** Chapter 3.64 – Los Angeles County commission for women is hereby reenacted to read as follows:

**CHAPTER 3.64**

**COMMISSION FOR WOMEN**

**3.64.010 Created.**

There is created the Los Angeles County commission for women, hereinafter in this chapter referred to as the "commission."

**3.64.020 Purpose.**

The commission, in performing its duties, will represent the special interests and concerns of women of all races, ethnic and cultural backgrounds, religious convictions, social circumstances, and sexual orientation.

**3.64.030 Composition.**

A. The commission shall have 15 positions. A member of the commission shall be appointed to a vacant position by, and serve at the pleasure of, the board of supervisors, which shall be referred to in this chapter as the "board."

B. Each person who is a member of the commission on the effective date of the amendment codified in this section shall serve at the pleasure of the board for the remainder of <sup>a</sup> ~~his or her~~ term of two years.

### **3.64.040 Membership -- Qualifications.**

The board, in appointing members to the commission shall, insofar as possible, appoint individuals based on the following criteria:

- A. Members should be reflective of the diversity of women in the county, and consideration should be given to various ethnic backgrounds, age groups and lifestyles;
- B. Members should have demonstrated capabilities of effective leadership within a specific area of community activity;
- C. Members should have demonstrated knowledge or ability in an area which has significant bearing upon the problems of sex discrimination, domestic violence, parenting, education, health, or substance abuse.

### **3.64.050 Length of service -- Vacancy.**

- A. Each member of the commission shall serve at the pleasure of the board. Each position on the commission shall become vacant every two years.
- B. No member of the commission may serve more than two consecutive full periods of service as specified in subsection A of this section. The board may, by order, extend this length of service or waive this limit for individuals or the commission as a whole.
- C. A member's position on the commission shall become vacant upon ~~his or her~~ death, resignation, or removal by the board. In the case of such a vacancy, the board shall appoint a successor to serve until the position next becomes vacant under subsection A of this section.
- D. The provisions of Chapter 5.12 of the County Code shall not apply to the commission.



### **3.64.070 Compensation.**

Each member of the commission shall be paid, for each meeting of the commission attended, a compensation provided from time to time by the county salary ordinance.

### **3.64.080 Self-government -- Quorum.**

The commission shall prepare and adopt, ~~by not less than eight votes~~, rules and regulations for the internal government of its business and designate the time and place of holding its meetings, provided that such rules and regulations are not inconsistent with Ordinance 4099 or any other ordinance or statute. ~~One half of the currently~~ <sup>A majority of the</sup> ~~appointed members present at a meeting~~ <sup>filled seats</sup> shall constitute a quorum.

### **3.64.090 Meetings.**

The commission shall meet not less than once a month.

### **3.64.100 Staff.**

The staff of the commission shall be those individuals designated in the current salary ordinance of the county of Los Angeles. The Executive Office of the Board of Supervisors will provide the staff for the commission.

### **3.64.110 Officers.**

The members of the commission shall elect a president, vice-president, treasurer, and such other commission officers as may be necessary. The term of office for the officers shall be two years. Each term will begin on July 1.

### **3.64.120 Duties.**

The commission shall have the following duties:

- A. To study and/or investigate, by means of meetings, conferences, public

hearings or forums, conditions which allegedly demonstrate discrimination or prejudice because of sex, marital status and sexual orientation;

B. To provide a coordinating function with respect to the activities of the many community groups and organizations working for the equal rights and special concerns of women;

C. To research, prepare and disseminate information in the field of sex discrimination, prejudice, domestic violence, parenting, education, health, or substance abuse, and to advise the residents of the county, board of supervisors, and the departments and agencies of the county, or other organizations and institutions, on matters involving the needs of women;

D. To investigate complaints, or to initiate its own investigations of practices of discrimination and instances of prejudice against any person because of sex, marital status or sexual orientation;

E. To recommend necessary procedures, programs or legislation to promote and insure equal rights and opportunities for all women;

F. To render to the board of supervisors at least once every two calendar years a report of its activities;

G. To develop and maintain a talent bank of women which can be used in a variety of ways, including but not limited to assisting the ~~civil service commission~~ <sup>Commission</sup> in ~~recruiting qualified women to serve as members of qualification appraisal boards and the commission on the status of women~~ in nominating qualified women for appointment by the board of supervisors to vacancies on boards and commissions of the county; to provide resumes for any governmental agency;

H. To provide a coordinating function with respect to the activities of county departments and commissions involved in women's problems and to the many community groups and organizations working for the equal rights and special concerns of women;

I. To request of any county department information, services, facilities, and any other assistance for the purpose of furthering the objectives of this commission.

**3.64.125 Authority to hold events and make donations.**

In furthering its purpose under section 3.64.020, the commission may hold fund raising events, solicit donations, provide scholarships, and make monetary donations. Any receipt or distribution of funds pursuant to this section shall be done in coordination with and pursuant to any procedures established by the Executive Office of the Board of Supervisors.

**3.64.130 Authority to request board for issuance of subpoena.**

The commission may, when appropriate, request the issuance of a subpoena by the board of supervisors, requiring the production of oral and/or documentary evidence which the board of supervisors finds is reasonably necessary and relevant to the conduct of a commission hearing. Subpoenas shall be issued, served and return made thereon as provided in Government Code Sections 25170 -- 25176.

**3.64.140 Sunset Review Date.**

The sunset review date for the commission shall be ~~August 1, 2008~~.

Sept. 1, 20013

[364RGCC]